

TOWN OF FRANKFORD

MINUTES

MAY 6, 2024

TOWN COUNCIL:	Greg Welch	President
	Pamela Davis	Vice President
	John Wright	Secretary/Treasurer
	James Sample	Councilman
	Kyle Quillen	Councilman
TOWN EMPLOYEES:	Cheryl Lynch	Town Clerk
	Thomas Rozell	Maintenance
	Kevin Smith	Police Department
OTHERS:	Henry Mumford	Bonnie Elliott
	Janet Hearn	Kyle Gulbranson
	Vicki Schlegel	Rick Schlegel
	Lucinda Spence	Ronald Hall
	Michelle Valentine	Ed Ferencie
	Kaliyoh Bautista	Priscilla Schoolfield
	Maria Townsend	Bill Townsend
	Bill Manzke	Pamela Hoban

MEETING CALLED TO ORDER:

Greg called the meeting to order at 7:05pm

Greg introduced Sheldon Hudson as the Town Manager Consultant

MOTION TO APPROVE THE AGENDA WITH ANY ADDITIONS OR DELETIONS:

Greg noted he would like to move the discussion on the Public Hearing after we approve the agenda

John made the motion to approve the agenda with moving the Discussion of the Public Hearing after the approval of the agenda and seconded by Kyle

Motion was unanimous

**DISCUSS PUBLIC HEARING MAY 6, 2024, SOLAR FARM, DUKES FAMILY PARTNERSHIP
433-6.19-1.00 AND 433-6.14-37.00**

Greg noted we just held the Public Hearing and heard from the public and the engineers on their reviews and the Town Managers views.

Greg noted need a motion to accept or reject the Solar Farm Project

Kyle made the motion the motion to reject the solar Farm Project and was seconded by Jimmy
Motion was unanimous

PRESENTATION AND APPROVAL OF MINUTES:

APRIL 1, 2024- TOWN COUNCIL MINUTES
APRIL 1, 2024- EXECUTIVE SESSION

John made the motion to accept the April 1st Town council Minutes and the April 1st Executive Session minutes and was seconded by Kyle
Motion was unanimous

REPORT OF TOWN DEPARTMENTS:

TREASURER:

John noted the account balances:

General Fund:	\$50,000.00
ICS Sweep Account:	\$931,850.72
Transfer Tax Account:	\$274,252.89
Municipal Street Aid:	\$5,360.61
WSFS Investment Account:	\$2,877,983.73

John noted they met with the WSFS Investment advisor and the next meeting will be in June
John noted held the first Budget meeting on May 1, 2024, and the next budget meeting be May 15, 2024 at 6:00pm and the third meeting will be May 29, 2024 at 6:00pm

TOWN CLERK: SEE REPORT

MAINTENANCE: SEE REPORT

POLICE DEPARTMENT: SEE REPORT

Kyle noted there is a lot of my dirt bikes in town.
Mr Schlegel noted one dirt bike came through his yard
Mr Ferencie noted they are coming from Blueberry Road onto Dover Street to Frankford Avenue and down Mill Street

TOWN CONSULTANT:

Sheldon noted the new sports center opened on the highway.
Sheldon also heard from one of the Hotel Developers and he will be in touch with Sheldon.
Sheldon noted he and Cheryl submitted the ORPT Pre Application for the park grant.
The funds would be to replace the younger playground equipment, equipment for the older children, replace mulch, upgrade the ADA equipment in the bathrooms, replace the wooden

Picnic tables with composite grade picnic tables,replace fencing replace charcoal grills and repairs to the walkway.

Sheldon noted spoke with University of Delaware possible additional grants beyond the ORPT grant.

Sheldon noted road along with Officer Dorney.

Sheldon attended the Sip and Social for the Library and found out they are powered with solar.

Sheldon noted will be attending a meeting with Bethany-Fenwick Chamber of Commerce discuss bringing more businesses to the town.

Sheldon noted wanted to compliment Cheryl. She is hard working and wears many hats.

Sheldon noted he will contact the applicant of the Solar Farm to let him know the decision of the Council.

OLD BUSINESS:

DISCUSS SIDEWALKS:

Greg noted the received a proposal from GMB to assess the sidewalks in the amount of \$14,000.00.

Greg we need the assessments on the sidewalks so we know how much to apply for funding.

Sheldon noted he will be meeting with Andrew Lyons at GMB,Ron Hall and Mr Mumford at Antioch Church on May 7, 2024 at 8:30AM to discuss the start and end points of the sidewalk in front of Antioch Church. Representative Collins noted he would contribute some funding towards this project and some of the funds could be this current fiscal year before June 30th or after July 1st. Andrew Lyons will give to the town a sketch of the area.

DISCUSS PROPERTIES 8 REED STREET, TAX MAP PARCEL 433-61.9-8.00, 433-11.07-4.00 MILL STREET AND 433-6.15-4.00 SHOCKLEY DRIVE:

Greg noted he has talked with Kae Quillen at Beach Bound Realty and I will be scheduling a meeting with the realtor to discuss these lots.

NEW BUSINESS:

DISCUSS PLANNING AND ZONING MEETING MAY 2, 2024

SUBDIVISION HUDSON FAMILY TAX MAP NUMBER 433-61.9-86.00

John noted the Hudson family wanted to sub-divide their parcel on Thatcher Street. John noted this was a minor sub-division and didn't need to have Councils approval only Cheryl needed to sign the site plan for Recorder of Deeds

DISCUSS "COMPREHENSIVE PLAN AND ZONING AND LAND USE ORDINANCE" AND TOWN CHARTER CHANGE REQUEST

Greg noted need to make some Town Map updates with the changes we have had in town. We would like a Charter change to add the description of a Town Manager.

John noted in the Town Charter a Realty Transfer tax of 1.00%. The County taxes Realty Transfer is 1.50%.

Greg noted the committee needs to schedule a meeting.

Sheldon noted someone needs to make a motion for the Town of Frankford to request that the State establish County and Municipal transfer tax rate be placed in the Charter specifically section 15(B)(4)

Sheldon noted he could go to the General Assembly and request that language. The Office of Legislative Council in Dover will take this into the legalez and Representative Collins will put in a bill format.

John made a motion to have a tax rate change in the Charter and seconded by Pam Motion was unanimous

Ed Ferencie noted he would like to be on the Charler/Ordinance Committee

Council will decide on at Charter/Ordinance Committee meeting at a later date.

DISCUSS FISCAL YEAR 2025 BUDGET MEETING MAY 1, 2024:

John noted held our first budget meeting on May 1, 2024. We reviewed the income side of the budget but we didn't discuss the wages or police budget.

John noted the next budget meeting we will discuss wages and police budget.

John noted the next budget meeting will be May 15, 2024 at 6:00pm

DISCUSS COMMUNITY REINVESTMENT FUND REQUEST FORMALLY KNOWN AS BOND BILL FUNDING:

Sheldon noted we need to know what you would like to apply for on the Bond Bill.

ADJOURN:

John made the motion to adjourn the meeting at 8:04pm and seconded by Kyle
Motion was unanimous

RESPECTFULLY

**CHERYL A LYNCH
TOWN CLERK**

TOWN CLERK

REPORT

APRIL 2024

REVIEWED EMAILS AND VOICE MAILS

POST OFFICE

BANK DEPOSIT

PAYROLL

PAID BILLS

MAILED PUBLIC HEARING LETTER TO RESIDENTS

POSTED PUBLIC HEARING IN COASTAL POINT, WEBSITE AND BOARD

POSTED PLANNING AND ZONING MEETING AGENDA ON WEBSITE AND BOARD

PREPARED FOR FIRST BUDGET MEETING 5-1-2024

SETUP FOR PLANNING AND ZONING MEETING 5-2-2024

PREPARED PLANNING AND ZONING MINUTES ON 3-20-24 FOR APPROVAL

PREPARED COUNCIL MINUTES AND EXECUTIVE SESSION MINUTES FOR APRIL 1, 2024 FOR APPROVAL

CUSTOMERS

SHELDON AND I HAD A ZOOM CALL WITH JEFF FROM IWORQ FOR BUSINESS LICENSE

SOFTWARE. ALSO EMAILED HIM WOULD THE SOFTWARE BE COMPATIBLE FOR

TRASH/RECYCLE

AND RENTAL LICENSE WITH GROSS RECEIPT

RECEIVED INFORMATION ON THE COMMUNITY REINVESTMENT FUND AND SHELDON AND

CHERYL SPOKE WITH KERI RAPPA

COMPLETED THE QUARTERLY TAXES

WORKED ON DELINQUENCIES

CONTACTED CHESPEAKE WASTE TO REPLACE EIGHT BROKEN TRASH BINS

CHERYL AND SHELDON HAD A ZOOM MEETING WITH TOWN AUDITOR TO COMPLETE THE

ARPA REPORT

MAINTENANCE REPORT

APRIL 2024

WENT TO DOVER TO PICKUP TRAFFIC SIGNS

TOOK YARD WASTE TO EASTERN SHORE FORESTRY

TRIMMED AND SHAPED BUSHES AT THE PARK

INSTALLED TRAFFIC SIGN AT PEPPER ROAD

CHANGED BALLAST LIGHT AT THE PARK BATHROOM

WORKED ON TOILET IN THE PARK BATHROOM

FIXED POT HOLE ON REED STREET AND MAIN STREET

CUT GRASS AT THE PARK AND FIELD

WEED WHACKED FROM DELAWARE AVENUE TO THATCHER STREET

PRIMED AND PAINTED THE PARK BATHROOM FLOORS

PULLED WEEDS AT THE FRANKFORD TOWN SIGN ON THE HIGHWAY

CLEANED SIDEWALKS ON THATCHER STREET, REED STREET, CLAYTON AVENUE,

HONOLULU ROAD, GREEN STREET, KNOX STREET AND MAIN STREET

CUT GRASS AT MILL STREET AND GREEN STREET

WENT INTO OLD TON HALL TO SEE WHAT CAN BE DONE ABOUT THE BIRDS

PRESSURED WASHED THE LARGE PAVILION AND PICNIC TABLES

INSTALLED NEW TOILET IN THE BATHROOM PARK

PUT OUT TRASH WEEKLY AT THE PARK

WIRE BRUSHED POST ON TOWN HALL SIGN TO PREP FOR PAINTING

CUT GRASS, WEEDED AND CLEANED UP PARKING LOT AT TOWN HALL

REPLACED TRASH BIN AT 13 KNOX STREET

Report to Town Council

- No reported burglaries/ robberies/ sexual related offenses reported. 1 reported theft.
- Traffic Enforcement (Arrest) was slightly lower this month
- General calls for service decreased slightly this month.
- I split up directed patrol between Delaware Ave, Reed St, and Honolulu Rd (Morning Hours) and made several traffic arrest. Had units on Honolulu Rd after school to monitor traffic.
- Officer Dorney was able to recover the property that was taken from the Dollar General Construction site and make an arrest on the theft.
- I completed my spring weapons recertification.
- We'll be down an officer for the next two months due to a non workplace injury.
- Data from the signs was reviewed. Average speeds were in the mid 30's. Some high speeds recorded on Main and Frankford. The Frankford Ave sign is picking up reading from the highway. Speeds at Thatcher St sign were expected to be high since it was clocking vehicles at the transition. Current locations are Thatcher/ Honolulu, Main/Green, Frankford/Dover.